

**Office of Emergency Management  
Minutes  
July 18, 2016**

**Present**

Councilwoman Mary Bartolotta  
Councilman Carl Chisem  
Councilwoman Deborah Kleckowski  
Councilman Philip Pessina  
Robert Santangelo  
Emergency Management Director George Dunn  
Emergency Management, Joseph Carta

**Meeting Called to Order:**

Councilman Santangelo called the meeting to order at 6:58 p.m.

**Minutes:**

Councilman Santangelo asked for a vote on the minutes of June 20, 2016. On motion of Councilman Chisem, seconded by Councilman Pessina, the minutes were unanimously approved.

**Public Hearing:**

There being no members from the public wishing to speak on items on the agenda, the public hearing portion of the meeting was closed.

**Monthly Report**

- Monthly Emergency Management Report – Joseph Carta referenced the reports included in the agenda packet. In summary, during the month of June, there were 20 days of activity; 374 volunteer hours were logged. Referencing the Independent Sector website for placing a value on volunteer hours, he estimated the value of the volunteer time in dollars to be \$10,385.00 (374 hrs. X \$27.77).

The year-to-date volunteer hours were reported to be 1,731. Referencing the Independent Sector website for placing a value on volunteer hours, Mr. Carta estimated the value to be \$48,069.00 (1,731 hrs. X \$27.77).

Volunteer monthly hours to date averaged 288 hours.

Some of the activities that occurred during the month included:

- C.E.R.T members received ICS 100 training; near completion
- Provided lighting with 2 Light Support Units for Relay For Life cancer walk
- Presented Emergency Management/CERT monthly information to the Middletown Public Safety Commission.
- Six C.E.R.T. participated in the new WebEoc training program keeping personnel current with the latest version of WebEoc.
- At the request of the Youth Services Commission C.E.R.T. personnel provided lighting for the outdoor movie program. The program/movies on Foss Hill at Wesleyan University take place.
- C.E.R.T. members assisted Fire Department personnel testing the Emergency Management/Fire Department STOCKS radio system.
- C.E.R.T. members prepared Emergency Management Lighting Units, Support Trailer and equipment for the July 2, Fireworks

Mr. Carta also provided a brief summary of volunteer hours by category.

<b>374:30</b>	<b>35:15</b>	<b>28:15</b>	<b>102:30</b>	<b>97:30</b>	<b>0:00</b>	<b>108:00</b>	<b>3:00</b>
<b>Total Hours</b>	<b>Meeting Hrs.</b>	<b>Training Hrs.</b>	<b>Work Detail Hrs.</b>	<b>Public Service Hrs.</b>	<b>On Scene Hrs.</b>	<b>Standby Hrs.</b>	<b>Admin Hrs.</b>

### **Old Business:**

- Functional Exercise Planned for July 14, 2016 – Short discussion on the exercise. Additional exercise will be presented at August 15, 2016 Emergency Management meeting.
- Records Management Commission – June 23, Presentation was given to Directors. They will have a number of weeks to review the information and then we will move onto Phase 2, Continuity of Operations.
- Fireworks preparedness activities –\_\_A number of personnel activated for the Fireworks; provided traffic assistance, lighting, command post assistance for the duration of the event.

### **New Business:**

- Mile Lane – Tour of the Mile Lane facility by Public Safety Commission personnel. Saw the need for financial resources needed for the building.

### **Adjournment**

The meeting was unanimously adjourned at 7:15 p. m.

